

CRITICAL LAWS AND REGULATIONS IN RESEARCH

How to Write Up Your Project Proposal?

A good project description, like a good job description, is thorough, accurate, and informative. How many pages is the project? How many words should the articles be? Does the project involve research? Do you have a sample you can provide? Do you have a [project writing website](#) you can include? What is the subject matter involved? Is it double-spaced or single-spaced? Will the writer retain rights to the work [literature](#) or will you? Will the writer's name be printed on the work product giving him or her credit?

To assist you in providing the proper details, you should know that, on average, a full 8.5" x 11" piece of paper full of single-spaced writing in 10 or 12 point font contains about 500 words. A similar double-spaced page contains about 250. The average page of a research article contains 300-500 words. Also, remember to ask for a resumé and writing samples in your [project proposal](#).

Some other tips are to consider checking your writer's work with CopyScape. CopyScape is a website designed to check if a document or [project topic](#) has been published somewhere else already. Even if just a portion of the document is plagiarized, CopyScape can identify that. Additionally, project writing websites are from India or other countries where English is not the native language. If you only want to hire a native English speaker, please specify that in your proposal. Also, if you want the writer to turn in documents in a non-traditional format, clarify this in your proposal. If you expect anything other than a .doc or .rtf document, let the applicants know. If the [project writer](#) will need special software, clarify this as well. Lastly, if your project requires proofreading or editing, specify whether you want the freelancer to use traditional proofreading symbols or just "laymen's terms." If you want the proofreader

to use a certain reference manual like the APA (American Psychological Association) or Chicago Manual of Style, specify this.

Terminology to Know

Be familiar with the correct terminology. Here are a few terms to help you out:

Blogger/Blogging - A blog, or web log, is like an online diary or journal. Blogs may contain personal or business-related content. Blogs are typically updated with new content on a regular basis. Typically, blogs provide a place for readers to leave comments and feedback. People may subscribe to blogs, like newsletters. A blogger is someone who posts blog content. Blogging is the act of posting content to a blog.

Copywriting: Not the same as "copyright," which refers to intellectual property. Copywriting refers to writing "copy." Copy is any text that promotes a business, service, person, or concept, i.e. marketing materials. Many copywriters work for advertising agencies, newspapers, or magazines.

Ghostwriter: Someone who is hired to write for someone else. The writer allows the person who hired them to claim his or her writing as their own.

Proofreading:

Light Proofreading--Correcting misspellings, grammar and punctuation mistakes, verifying references, and ensuring consistency

Medium Proofreading--Light proofreading plus checking for tone, structure, run-on sentences, voice, tense, disjointed ideas

Heavy Proofreading--Medium proofreading plus condensing wordiness, smoothing out transitions between paragraphs, readability, eliminating cliché s, and any other correction or comment that may be noticed by the proofreader

Re-Write: Many companies are in need of having news items or similar content re-written. If this is what you need, specify that candidates will not need to create original content but rather just re-work or re-arrange existing content. The price for this should be less than drafting original copy.

Web Content: Any content on your website, to include text, pictures, videos, or logos, is considered web content.

White Papers: Articles that express an organization's standing or philosophy on an issue. White papers are in some ways reports that may provide results of a recent project or conclusions made by recent research.

How to Charge and Pay for Your Research project writer?

You have a lot of flexibility on how you pay your research project writer: per word, per article, per page, per project, hourly, or on a pre-arranged flat fee. As far as paying your researcher is concerned, PayPal is probably the easiest way, unless the writer is going to be on your payroll getting paper checks.

Other Issues to Consider

If you are doing a long-term project, consider setting milestones for the project, i.e. breaking it up into a series of small projects with intermittent due dates. This site provides a common workspace for two parties working long-distance on a similar project.

Also, if your research project writer is working with sensitive material for your thesis, consider having them sign a Non-Disclosure Agreement. This document will bind the freelancer into keeping your project data private.

Another tip is to not be so specific with what you want done that the freelancer has no room to pitch ideas or give feedback. Research project writers have extensive expertise in projects just like yours and may be able to add a valuable outside opinion. Take advantage of what you're paying for.